



# CITY OF FRANKLIN, NEW HAMPSHIRE

## Municipal Services Department

*"The Three Rivers City"*

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### MUNICIPAL SERVICES COMMITTEE MEETING MINUTES

April 21, 2011

Present: Councilor Jay Bowers (Chairman), Councilor Ted Starkweather, Councilor Scott Clarenbach, City Manager Elizabeth Dragon, MSD Director Brian Sullivan and MSD Operations Superintendent George Turcotte

Jay called the meeting to order at 8:35 a.m.

#### Old Business:

#### FY 12 Budget:

1. Brian gave an overview explaining that other than potential increases due to personnel related costs, the overall MSD operating budget, with respect to the General Fund (not enterprise funds), is level funded. In order to achieve this, Brian explained that there was cost shifting throughout various divisions and line items.
2. Energy costs: It was noted that heating costs for City Hall have dropped by about one third over the past few years, due to the installation of the new windows. Elizabeth explained that Dick Lewis, Brian Barry and Leigh Webb met with Lakes Region Planning Council to strategize potential cost savings and an energy audit for the Library, City Hall and Proulx Center.

Scott expressed concern relative to the lights for the athletic fields at Odell Park. He wanted to be sure that the cost for the electricity should be calculated into any type of field usage fee. Brian explained that he and Krystal Alpers (Parks and Rec. Director) were evaluating the potential of more energy efficient field lights.

3. Brian made note that the Police Station will need three roof mounted air handlers in the very near future at an estimated cost of \$36,000. Brian has done a CIP project page for these items.

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Old Business (continued):

4. **Crushing of Concrete Asphalt and Rubble:** Brian noted that the City has a tremendous pile of this material that will be crushed in FY 12, resulting in a cost savings of \$6.50 per ton if we had to purchase the material for road work.
5. Brian noted the cost of salt has increased by 125% since FY 05.
6. **Street lights:** A discussion took place relative to evaluating relocation and removal of some street lights, so that there was a method towards overall placement. Elizabeth suggested relocation and removal, in a phased approach, over the next several years.
7. **Curbside Collection:** Brian explained that the Hook-lift purchase has saved the City \$61.00 per ton for demolition disposal, equating to about \$39,600 in avoided cost. In a 10-month period, Brian noted that the City has recycled about 750 tons of Municipal Solid Waste. Ted noted that the Workers Comp line item has been reduced since the implementation of automated collection. Brian said a first year summary of the new single stream recycling program would be available in mid May. Ted noted we should get some outside recognition of the success of the program. Elizabeth agreed to do a press release once she received the summary.
8. The Committee agreed that the City should assist the Animal Shelter by paying their monthly electric bill. Elizabeth will incorporate this into the budget.
9. **Capital Reserves and Capital Projects** were discussed. Elizabeth feels that lease purchase is one of several things we can begin to do relative to on-going equipment replacement. Scott expressed his great concern relative to the City's continuing lack of funding capital items.
10. **Water Department Budget:** Brian explained all bond payments are covered and the fund has healthy retained earnings. \$80,000 will be transferred from retained earnings into the FY 12 operating budget to perform a Capital Efficiency Plan. Brian noted there has been no rate increase in the Water Department since October of 2007; however, we do need to continue to address water line replacement.
11. **Sewer Department:** Brian expressed his continuing concern relative to the challenges ahead, dealing with the NHDES Wastewater Treatment Plant and operation of the entire Winnepesaukee River Basin Program (WRBP). A 5.32% rate increase is necessary to offset an increase in the amount of money WRBP charges the City.


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New Business:

1. Brian is looking into the possibility of having a ground-breaking for the new Water Treatment Plant some time in mid May.
2. Jay brought up the status of the Solid Waste Co-op new recycling facility. George anticipates it to be given the go ahead to construct the plant some time over the next couple of months. He explained the Co-op is still awaiting commitments from several communities to achieve the minimum 25,000 tons per year to make the recycling plant operation profitable.
3. Scott suggested we evaluate the Solid Waste Ordinance over the next few months and make any necessary changes, so that it best identifies what the program is providing for level of service, especially as it relates to multi-family and small commercial accounts.

Ted made a motion to adjourn. Scott seconded. Meeting adjourned at 11:20 a.m.

Minutes taken by:

  
Brian J. Sullivan

BJS:mgc